



# Department of Human Resources & Civil Service

## Job Announcement Please Post Conspicuously

Maggie Brooks  
County Executive

Brayton McK. Connard, SPHR  
Director

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**TITLE:** **SOCIAL WORK SUPERVISOR - CHILDREN'S DETENTION CENTER**  
(Provisional\* Appointment)

**SALARY:** \$45,803 - \$60,092 annually

**LOCATION:** Monroe County Department of Human Services - Children's Detention Center

### **JOB SUMMARY:**

This is a supervisory position located in the Monroe County Children's Center, a secure juvenile detention facility. Duties include overseeing the provision of mandated casework services and youth at the facility through training, supervising and monitoring casework staff. Duties also include participating on a leadership team of the facility and assists with the creation and implementation of facility policies and procedures. The employee reports directly to, and works under the general supervision of, the Coordinator of the Children's Center, or other higher-level staff member. General supervision is exercised over Caseworkers and a Senior Caseworker. Does related work as required.

### **PROPOSED MINIMUM QUALIFICATIONS:**

Possession of a valid license (Registration Certificate) issued by the University of the State of New York Education Department Office of the Professions as a Licensed Master Social Worker\*\* plus two (2) years of paid full-time or its part-time equivalent social work experience with a public or private social service agency.

### **NOTE:**

A copy of a valid Registration Certificate as a Licensed Master Social Worker must be submitted at the time of application.

\*\*Certification from New York State as a Licensed Master Social Worker is required per Title 9 New York State Code of Rules and Regulations, Part 180.8 of the Personnel Requirements.

### **SPECIAL REQUIREMENTS:**

Candidates for employment with Monroe County Government will be required to pass a pre-employment drug test, along with a background investigation. Failure to meet the standards may result in disqualification.

If you are appointed, you will be required to possess a valid license to operate a motor vehicle in New York State or otherwise demonstrate your capacity to meet the transportation needs of the position.

### **RESIDENCY REQUIREMENT:**

Applicant must be a resident of Monroe County at the time of appointment and for at least four (4) months at the time of examination.

**Send Civil Service Application to:**

MONROE COUNTY DEPARTMENT OF HUMAN SERVICES  
111 WESTFALL ROAD - HUMAN RESOURCES RM.752B  
ROCHESTER, NY 14620

**Posting Date:** May 8, 2015

**Posting Deadline:** May 22, 2015

\*The term provisional means that you will be required to take the next Civil Service examination for this title, and place among the top three (3) candidates on the examination list in order to be eligible for permanent appointment.